



COUNTY OF ALBANY OFFICE OF THE COMPTROLLER
112 STATE STREET, ROOM 1030, ALBANY, NEW YORK 12207-2021
(518) 447-7130 | susan.rizzo@albanycountyny.gov

SUSAN A. RIZZO
COUNTY COMPTROLLER

July 6, 2022

Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State Street – Suite 710
Albany, New York 12207

Dear Mr. Joyce,

The Department of Audit and Control is requesting an amendment to the 2022 Budget. The amendment, which addresses personnel services is a title change only and has no budget impact. The budget amendment changes the current Project Manager Title to Chief of Staff. This budget amendment will provide the department with a more appropriate title that better accommodates the direction and priorities of the Comptroller's Office. Should you have any questions please contact me at (518) 447-7130.

Sincerely,

Susan A. Rizzo
County Comptroller

cc: Patrick Collins, Counsel to the Chair
Rebekah Kennedy, Majority Counsel
Arnis Zilgme, Minority Counsel

REQUEST FOR LEGISLATIVE ACTION

The Department of Audit and Control – 2022 Budget Amendment

Date: 07/06/2022
Submitted By: Susan A. Rizzo
Department: Department of Audit and Control
Title: County Comptroller
Phone: (518) 447-7130
Department Rep.
Attending Meeting: Susan A. Rizzo

Purpose of Request:

- ☐ Adopting of Local Law
 - ☐ Amendment of Prior Legislation
 - ☐ Approval/Adoption of Plan/Procedure
 - ☐ Bond Approval
 - ☒ Budget Amendment
 - ☐ Contract Authorization
 - ☐ Countywide Services
 - ☐ Environmental Impact/SEQR
 - ☐ Home Rule Request
 - ☐ Property Conveyan
 - ☐ Other: (state if not listed) N/A
-

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- ☐ Contractual
- ☐ Equipment
- ☐ Fringe
- ☒ Personnel
- ☐ Personnel Non-Individual
- ☐ Revenue

Increase Account/Line No.: \$0/A1315 12216 001 190005/A1315 11132 001 1900064
Source of Funds: N/A
Title Change: From: Project Manager To: Chief of Staff

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- ☐ Change Order/Contract Amendment
- ☐ Purchase (Equipment/Supplies)
- ☐ Lease (Equipment/Supplies)
- ☐ Requirements
- ☐ Professional Services
- ☐ Education/Training
- ☐ Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- ☐ Settlement of a Claim
- ☐ Release of Liability
- ☐ Other: (state if not listed)

N/A

Contract Terms/Conditions:

Party (Name/address):

Click or tap here to enter text.

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: N/A

Scope of Services: N/A

Bond Res. No.: N/A

Date of Adoption: N/A

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒

If Mandated Cite Authority: N/A

Is there a Fiscal Impact: Yes ☐ No ☒

Anticipated in Current Budget: Yes ☐ No ☒

County Budget Accounts:

Revenue Account and Line: N/A

Revenue Amount: N/A

Appropriation Account and Line: N/A

Appropriation Amount: N/A

Source of Funding – (Percentages)

Federal:	N/A
State:	N/A
County:	N/A
Local:	N/A

Term

Term: (Start and end date)	N/A
Length of Contract:	N/A

<u>Impact on Pending Litigation</u>	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, explain:	<u>N/A</u>

Previous requests for Identical or Similar Action:

Resolution/Law Number:	N/A
Date of Adoption:	N/A

Justification: (state briefly why legislative action is requested)

The change from Project Manager to Chief of Staff is better suited to meet the needs and direction the department is moving towards. Chief of Staff is a more supervisory position who will be working directly with the Comptroller and Deputies to establish the Comptroller's agenda and goals for the department.